

GREATER IMPERIAL BOARD

Board of Directors Meeting

June 29, 2023

Unapproved Meeting Minutes

1. Call to Order

Trevor Calhoun called the meeting to order at 3:01 pm. The meeting was held in person at the Imperial Golf & Country Club Clubhouse (Upstairs Board Room), 1808 Imperial Golf course Blvd., Naples, FL 34110 and Zoom.

2. Proof of Notice

Let it be known that the notice was posted in accordance with the Association's Bylaws.

3. Establishment of Quorum

It was determined that a quorum was present with 11 of 13 directors present. James Tanigawa was present representing Compass Rose Management.

4. Disposal of Minutes (May 25, 2023 Board of Directors Meeting)

Trevor motioned to approve minutes to the prior meeting. Andrew Oliver seconded the motion. The motion was passed unanimously.

5. Officer Reports

- **President's Report:** Trevor began by welcoming Compass Rose to the community. Trevor advised that the Executive Board of Directors would be holding weekly check-in meetings with Compass Rose for the next 4 weeks.
- **Treasurer's Report:**
 - Andrew Oliver reported that the final financial statements due from prior management had been received.
 - Andrew noted that a reserve CD had recently been redeemed. It was reported that all outstanding invoices had been paid.
 - Andrew then requested board approval for view-only access of the association's accounts with First Citizen's (formerly CIT) Bank. Susan Miller motioned to authorize Andrew Oliver and Gale Schwartz to have view-only access to the GIB's First Citizen's accounts. Doug Berlet seconded the motion. The motion carried unanimously.
 - Lastly, Andrew advocated for an audit of the association's accounting records. Following discussion, this matter was tabled for the July 2023 Board of Directors meeting.
- **Secretary's Report:** Susan Miller noted that the May 2023 minutes were recently ratified. Trevor asked all board members to prospectively provide Susan and James with agenda items in advance of upcoming meetings.

6. Committee Reports

- Guardhouse Update:
 - Doug reported that Townsend Appraisals was expected to be on-site on 7/15 for an appraisal of the guardhouse's insurable flood value.
 - Doug then reported that the entry and exit LED barrier arm light strips were now working.
 - Speed control was discussed, and it was determined should be added to the next board of directors meeting agenda for further discussion.
 - Reissuance of access control passes was discussed.
 - Trevor advised that the gatehouse interior was in need of repainting, new furniture, switch plates and outlet covers. James advised he'd solicit proposals for painting and interior refurbishment. Gale reported that she would research furniture needs.
- Landscaping/Beautification:
 - Chair Kim Strusky noted that she was in receipt of Down2Earth's storm cleanup addendum. It was determined that this item should be discussed at the next board of directors meeting.
 - Trevor reported that Doug would be working to obtain the irrigation electrical schematic for the entryway.
 - Trevor then asked Doug and Kim to liaise and develop a plan to address the entryway drainage/flooding, pavers around the gatehouse, and landscape lighting.

7. Old Business

- Wall Repair: Trevor suggested holding off on this work until confirmation or receipt of all insurance proceeds relative to the accident.
- Insurance Update: Doug reported that he would work with Compass Rose to secure flood coverage for the gatehouse, once the insurance appraisals is received from Townsend. It was determined that flood insurance should be a standing agenda item until such time that coverage is secured.
- Transponder Issues: James reported that new RFID stickers had been received, and that the replacement wands were picked up from Hands Free Security earlier in the day. It was then noted that a batch of 10 (each) random wands and RFID tags would be activated and tested by 7/12 and, if successful, reissuance would resume thereafter.
- Other: It was noted that the Collier County Sheriff's Office Crime Prevention Specialist should be invited to the October board of directors meeting to further discuss traffic control.

8. Adjournment of Meeting

With no other business to discuss, the meeting was adjourned at 4:49 pm.

Respectfully Submitted,



James Tanigawa, CAM
Compass Rose Management